

Connecticut SAT School Day

How to Identify English Learner (EL) 50% Time and One-Half Using the College Board's Services for Students with Disabilities (SSD) System

Students that meet the definition of “English learner” per state and federal policy as defined in ESSA and use extended time on classwork and local/statewide assessments may be eligible for 50% time and one-half for all sections of the Connecticut SAT School Day. Students must be identified in SSD Online and receive College Board approval prior to use on the assessment.

Other English learner supports, such as the use of College Board-approved [word-to-word glossaries](#) and translated test directions (which will be posted on the Connecticut SAT School Day webpage prior to testing) do NOT need to be requested through SSD. However, these supports should only be provided to those English learners that use them regularly during instruction and on local assessments.

Follow these steps to request time and one-half:

1. SSD Coordinators should login to [SSD Online](#).
2. From the dashboard, select the New Request option (see Figure 1).
3. When presented with a menu that lists Accommodation/Support Type, choose the English Learner (EL) Support option (see Figure 2).
4. Enter student information. Complete all fields accurately. Required information includes name, date of birth, expected high school graduation date, gender, school, test administration, and address. Select Submit.
5. Select the box for **English Learner Support – 50% Extended Time** then click **Continue**.
6. Review the student information entered (i.e., spelling, date of birth) since EL entry process does not require a lot of details. If any changes need to be made, select the **Edit** button.
 - a. Check the box to confirm that you have parent/guardian consent on file. Note: For the purposes of the Connecticut SAT School Day, formal registration of EL status in PSIS fulfills this item (see Figure 3). NO DOCUMENTATION REQUIRED FOR EL 50% TIME AND ONE-HALF.
 - b. Check the box to confirm that students meet the definition of an English learner.
 - c. Select **Submit**.
7. After selecting **Submit**, you will be returned to the EL Supports Dashboard and the student should now be listed.

English learners identified for 50% time and one-half will be included on the Nonstandard Administration Report (NAR) (available 4 weeks prior to testing).

Figure 1.

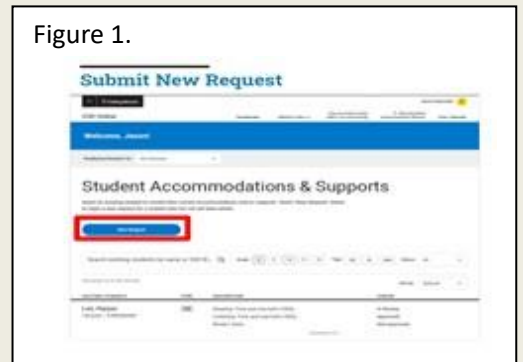


Figure 2.

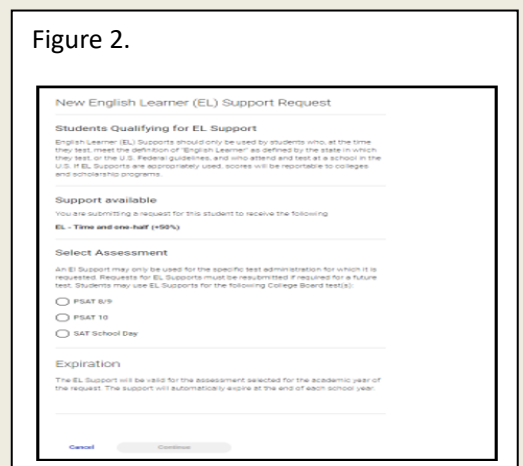


Figure 3.

